

DEPARTMENT OF THE ARMY
Omaha District, Corps of Engineers
6014 U.S. Post Office and Courthouse
Omaha, Nebraska 68102-4978

DM 755-2-2

MROSD

Memorandum
No. 755-2-2

14 March 1986

Disposal of Supplies and Equipment
REDISTRIBUTION AND DISPOSAL OF EXCESS CIVIL-OWNED
PERSONAL AND REAL PROPERTY

1. Purpose. This memorandum outlines the policy of the District relating to redistribution, disposal, and financial accounting of excess personal and real property.

2. Applicability. It is applicable to all civil works offices and installations of the Omaha District.

3. Reference. ER 755-2-1.

4. General. Upon determination that items of personal and real property are excess, the following actions will be taken:

a. Personal Property. All responsible employees will report excess, obsolete, and deteriorated or worn out materials, supplies, and equipment, other than plant equipment and serviceable powerplant spare parts, to the Procurement and Supply Division. Items of excess plant equipment and powerplant spare parts will be initially reported to Operations Division.

b. Real Property. Excess land, buildings, and improvements will be reported to the Real Estate Division. The Real Estate Division will coordinate the redistribution and disposal with others concerned in the District.

5. Financial Accounting. Financial accounting for transfers of revolving fund-owned and project fund-owned and real property will be as follows:

a. Revolving Fund-Owned Personal Property.

(1) Transfers to Corps of Engineers civil projects will be reimbursement at book value. Where book values are not maintained, transfer will be at fair value based on condition. Transfers to other revolving fund accounts will be without reimbursement.

(2) Transfers to Corps of Engineers military projects and other Department of Defense agencies will be without reimbursement, when specifically authorized by USACE.

(3) Transfers to agencies outside the Department of Defense will be without reimbursement when specifically authorized by USACE and the General Services Administration.

(4) Packing, handling, and transportation costs are reimbursable in all instances.

b. Project Fund-Owned Personal Property.

(1) Transfers to Corps of Engineers revolving fund and other civil project accounts will be without reimbursement regardless of unit or line item acquisition cost or condition.

(2) Transfers to Corps of Engineers military projects and other Department of Defense agencies will be without reimbursement.

(3) Transfers to agencies outside the Department of Defense will be without reimbursement, except where reimbursement is directed by the General Services Administration.

(4) Packing, handling, and transportation costs are reimbursable in all instances.

(5) Unfunded transfers of property between civil projects must be accompanied by documentation containing the following information: identification of the property, original requirement for the property, reason why the property is excess to the transferor project, and reason why property is needed on the transferee project. The documentation must be signed by both responsible employees involved.

c. Revolving Fund and Project Fund-Owned Real Property.

(1) Transfers between civil appropriations to Corps of Engineers military activities and to other Department of Defense agencies will be for the amount of reimbursement, if any, as determined by USACE.

(2) Transfers to agencies outside the Department of Defense will be for the amount of reimbursement, if any, as determined by the General Services Administration.

(3) Where dismantling, loading, and transportation charges are involved, such costs will be borne by the receiving agency.

6. Establishment of Fair Values.

a. Personal Property. Where reimbursement is involved, the condition of property and market value will be taken into consideration. On plant items, the current book values will be used, provided they are in line with fair market values and do not conflict with the Fair Value Code prescribed in GSA Regulations, if applicable.

b. Real Property. The Real Estate Division will establish fair values on reimbursable transfers of real property within the limits of their authority.

7. Control of Funds from Sales.

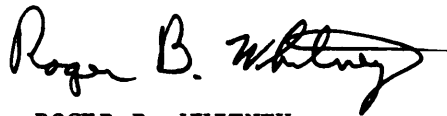
a. Bid deposits and subsequent collections from the sale of excess, surplus, and personal property are to be disposed of as follows:

(1) Bid deposits from unsuccessful bidders, when in the form of guaranteed negotiable instruments, are to be returned to the bidder.

(2) Bid deposits from unsuccessful bidders, when in the form of cash, are to be credited at the time of collection to Civil Suspense Account 96X6875.

b. Subsequent payments from successful bidders will also be credited to Civil Suspense Account 96X6875. Upon receipt of the property disposition voucher, Finance and Accounting will transfer the funds to the proper project or Revolving Fund Accounts.

FOR THE COMMANDER:



ROGER B. WHITNEY
LTC, Corps of Engineers
Deputy Commander

DISTRIBUTION:

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